



Meeting Date: 11/06/07

ACTION	TYPE OF ITEM
<input type="checkbox"/> Approved Recommendation	<input type="checkbox"/> Info/Consent
<input type="checkbox"/> Ord. No(s). _____	<input checked="" type="checkbox"/> Report
<input type="checkbox"/> Res. No(s). _____	<input type="checkbox"/> Public Hearing (Info/consent)
<input type="checkbox"/> Other _____	<input type="checkbox"/> Other _____

Prepared By: Cyndi Hookstra, Management Analyst III Agenda Item No. 0-2

Reviewed By: City Manager [Signature] City Attorney [Signature] Finance SW Ortega - Public Works [Signature] Other (Specify) [Signature]

**DATE:** October 30, 2007

**TO:** City Council

**FROM:** Michael Henderson, Deputy Public Works Director Cyndi Hookstra for  
Public Works Department

**SUBJECT:** Calleguas Municipal Water District Annexation No. 90 (Aldersgate Parcel)

**RECOMMENDATION**

That City Council approve a Special Budget Appropriation in the amount of \$280,000 from the General Fund Operating Reserve to the Sports Park (formerly the Aldersgate Parcel) for the cost associated with the water district annexation and connection fees.

**DISCUSSION**

The Metropolitan and Calleguas Water District will be raising their rates by approximately 5% on January 1, 2008. To avoid paying the increased cost, Calleguas needs to receive annexation payments by November 28, 2007.

In order to bring water service to the property, the parcel must be completely annexed into the water district and connection fees paid. In April of 2006, Centex homes paid a deposit of \$19,000 to Calleguas to begin the administrative process associated with starting the annexation of the Aldersgate parcel. No further progress toward annexation has been made since this initial deposit, due to the fact that the Centex project was withdrawn. Normally, water service annexation and connection fees are paid in full by the developer before building permits are issued.

On March 26, 2007, the City purchased the 21.143 acre parcel known as the Aldersgate parcel at the Southeast corner of Oxnard Boulevard and Gonzales Road for the development of a future Sports Park. The complete annexation process must take place in order for water service to be provided to the parcel. If too much time passes between the beginning of the initial annexation process and its completion, the process will have to be started over and additional costs may be incurred. With that in mind and the looming rate increase, staff recommended that the annexation process be expedited for this newly acquired parcel to take advantage of the potential cost savings. The current estimated annexation and connection fees are \$280,000. This amount would increase by approximately \$14,000 if paid after January 1, 2008.

Subject/Permit  
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With the City's purchase of the Aldersgate parcel and water service available on the property, the City would have the unique opportunity to take advantage of volunteer services from the community. A local vendor has offered to grow seed grass on the property in the interim, while the City searches for future project funding. This generous offer would allow our residents the opportunity to utilize this area as open sports fields, instead of idle land.

Staff is recommending the connection of water services at this time to take advantage of both the cost savings of the water fees and offer of volunteer services from the community.

### **FINANCIAL IMPACT**

The special budget will appropriate funds in the amount of \$280,000 from the General Fund Operating Reserve to the Sports Park Project (#075702). At the present time there is \$19,141,509 available in the General Fund Operating Reserve. The reduction of \$280,000 to fund this request will result in the remaining balance of \$18,861,509.

(MH/ch)  
Attachment # 1 – Special Budget Appropriation Form  
Attachment # 2 – Operating Reserve Attachment

**000090**

**CITY OF OXNARD**  
**REQUEST FOR SPECIAL BUDGET APPROPRIATION**

To the City Manager:

November 6, 2007

Request is hereby made for an appropriation of total . . . . . \$ 280,000

Reason for appropriation: Calleguas Municipal Water district annexation No. 90 (Aldersgate Parcel) for costs associated with the Sports Park Project

<u>FUND</u>	<u>DESCRIPTION/ACCOUNT</u>	<u>AMOUNT</u>
General Fund (101)	<b>Reserves and Transfers</b> 101-1002-	
	808-8712 - Transfer to Capital Outlay Fund	<u>280,000</u>
	Net Estimated Change to General Fund Operating Reserve	<u>(280,000)</u>
Capital Outlay (301)	<b>Sports Park</b> 301-5767- (075702)	
	711-7901 - Transfer from General Fund	(280,000)
	826-8276 - Annexation Related Expenses	<u>280,000</u>
	Net Estimated Change to Capital Outlay Fund Balance	<u>-0-</u>

*Cyndi Holsten for Michael Henderson*  
 \_\_\_\_\_  
 Manager

REQUIRES CITY COUNCIL APPROVAL

DIRECTOR OF FINANCE

*Susan Winder*  
 \_\_\_\_\_

Disposition \_\_\_\_\_

Approved \_\_\_\_\_

Rejected \_\_\_\_\_

Transfer by Journal Voucher \_\_\_\_\_

City Manager

**000091**

ATTACHMENT NO. 1

PAGE 1 OF 1

**CITY OF OXNARD**  
**2007-2008 PROJECTED GENERAL FUND OPERATING RESERVE**  
**ESTIMATED**  
**10/23/2007**

	Unreserved	Reserved
<b>Fund Balance June 30, 2007</b>		
<b>Reserved</b>		2,290,735
<b>Unreserved (Unaudited)</b>	19,181,706	
<b>2007-2008 Estimated Revenues &amp; Transfers</b>	115,366,717	
<b>Est Revenue Adjustments</b>		
Civic Center Renovation (1)	300,000	
	<hr/>	
Net Adjusted Revenues	300,000	
	<hr/>	
	115,666,717	
<b>2007-2008 Appropriations</b>	(115,366,717)	
<i>Appropriations from Fund Balance</i>		
<b>Appropriation Adjustments</b>		
Civic Center Renovation (1)	(340,197)	
	<hr/>	
Net Adjusted 2007-2008 Appropriations	(340,197)	
	<hr/>	
	(115,706,914)	
Net Change to Operating Reserve	<hr/>	
	(40,197)	
<b>Estimated Operating Reserve 6-30-2008</b>	<hr/> <hr/>	<hr/> <hr/>
	19,141,509	2,290,735

(1) Council Action 10/23/07

**000092**